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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, July 5, 2012 at 9:30 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A
MINUTES APPROVED	08/06/2012

MEMBERS PRESENT

Doug Doyle, Kent County, Professional Member, Chairperson
Dee Henderson Hake, Kent County, Professional Member, Vice Chairperson
Danielle Benson, New Castle County, Professional Member (9:32 a.m. – 12:22 p.m.)
Donna Klimowicz, New Castle County, Professional Member
Tammy Reagan, Sussex County, Professional Member (9:41 a.m. – 12:24 p.m.)
Tim Riale, Sussex County, Professional Member
Elaine Woerner, New Castle County, Professional Member

DIVISION STAFF

Jessica Williams, Administrative Specialist II

MEMBERS ABSENT

Casey Price, Sussex County, Professional Member
Tom Burns, Kent County, Professional Member
Al Hause, Kent County, Public Member

ALSO PRESENT

Crystal Hudson, SCAOR
Regina Lundeen, DAR

CALL TO ORDER

Mr. Doyle called the meeting to order at 9:32 a.m.

REVIEW OF MINUTES

A motion was made by Ms. Woerner, seconded by Ms. Henderson Hake, to approve the June 7, 2012 minutes as presented. Motion unanimously carried.

NEW BUSINESS

Update from the Commission – Mr. Doyle

Mr. Doyle advised the Committee that he addressed the Commission with their questions regarding currently approved instructors/course providers. The Commission's Deputy Attorney General advised them that it would not be fair to make a course provider or instructor to reapply and pay another fee if their approval is still valid. Instructors and course providers should determine which module their courses fall under and submit a request to amend their approval to include specific modules for the Committee to review. The Committee will review the course provider and instructors requests to determine if the course does indeed fit into the module requested.

Review of Course Provider Applications

A motion was made by Ms. Woerner, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Course Provider: The Frederick Academy of Real Estate

Course Title: Core Module 1 – Agency & Fair Housing
Credit Hours: 3.0 **Approved**

Course Title: Core Module 2 – Professional Standards
Credit Hours: 3.0 **Approved**

Course Title: Core Module 3 – Real Estate Documents
Credit Hours: 3.0 **Approved**

Course Title: Core Module 4 – Office Management
Credit Hours: 3.0 **Approved**

Course Title: Core Module 5 (Legislative Issues) – Agency
Credit Hours: 3.0 **Approved**

Course Title: Core Module 5 (Legislative Issues) – Deferred Exchanges & Capital Gains Tax
Approved
Credit Hours: 3.0

Course Title: Core Module 5 (Legislative Issues) – Bankruptcy
Credit Hours: 3.0 **Approved**

Course Title: Core Module 7 (Elective): Foreclosures
Credit Hours: 3.0 **Approved**

Course Title: Core Module 7 (Elective): Practice of Appraising
Credit Hours: 3.0 **Approved**

Course Title: 99 Hour Delaware Pre-Licensing Course
Credit Hours: 99.0 **Approved**

A motion was made by Ms. Reagan, seconded by Ms. Woerner, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Course Provider: Sussex County Association of Realtors

Course Title: Delaware Pre-Licensing Course
Credit Hours: 99.0 **Approved**

Course Title: Delaware Broker's Licensing Course **Approved**
Credit Hours: 99.0

Course Title: New Salesperson Module 1 **Approved**
Credit Hours: 3.0

Course Title: New Salesperson Module 2 **Approved**
Credit Hours: 3.0

Course Title: New Salesperson Module 3 **Approved**
Credit Hours: 3.0

Course Title: New Salesperson Module 4 **Approved**
Credit Hours: 3.0

Course Title: Core Module 1 **Approved**
Credit Hours: 3.0

Course Title: Core Module 2 **Approved**
Credit Hours: 3.0

Course Title: Core Module 3 **Approved**
Credit Hours: 3.0

Course Title: Core Module 4 **Approved**
Credit Hours: 3.0

Course Title: Core Module 5 **Approved**
Credit Hours: 3.0

Course Title: Core Module 6 **Approved**
Credit Hours: 3.0

A motion was made by Mr. Riale seconded by Ms. Klimowicz, to recommend to the Real Estate Commission tabling of the following items as noted below. Motion unanimously carried.

Course Provider: Association of Realtors School

Course Title: Be Google-tastic
Tabled for Module Identification
Credit Hours: 3.0

Course Title: New Negotiating Edge – Getting Past NO!
Tabled for Module Identification
Credit Hours: 7.0

Course Title: The Little EXTRA in EXTRAordinary Customer Service
Tabled for Module Identification
Credit Hours: 7.0

A motion was made by Ms. Henderson Hake, seconded by Ms. Woerner, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Course Provider: Jack Lingo, Inc., REALTOR

Course Title: Core Module 1 – Agency & Fair Housing
Credit Hours: 3.0

Approved

Course Title: Core Module 2 – Professional Standards
Credit Hours: 3.0

Approved

Course Title: Core Module 3 – Real Estate Documents
Credit Hours: 3.0

Approved

Course Title: Core Module 5 – Legislative Issues
Credit Hours: 3.0

Approved

A motion was made by Ms. Reagan, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission tabling of the following items as noted below. Motion unanimously carried.

Course Provider: The Council of Residential Specialists

Course Title: CRS 200 Business Planning & Marketing for the Residential Specialist
Tabled for Module Identification

Credit Hours: 16.0

Course Title: CRS 201 Listing Strategies for the Residential Specialist
Tabled for Module Identification

Credit Hours: 16.0

Course Title: CRS 202 Effective Buyers Sales Strategies
Tabled for Module Identification

Credit Hours: 16.0

Course Title: CRS 204 Buying & Selling Income Properties
Tabled for Module Identification

Credit Hours: 16.0

Course Title: CRS 205 Financing Solutions to Close the Deal
Tabled for Module Identification

Credit Hours: 16.0

Course Title: CRS 206 Technologies to Advance Your Business
Tabled for Module Identification

Credit Hours: 16.0

Review of Instructor Applications

A motion was made by Ms. Woerner, seconded by Ms. Reagan, to recommend to the Real Estate Commission tabling of the following item as noted below. Motion carried with Mr. Doyle opposed.

R. Matthew Longo **Tabled for Module Identification**

Continuing Education: Professional Enhancement: Real Estate Law; Land Development/Zoning

Pre-Licensing Course: Real Estate Law

Broker's Course: Legal & Governmental Aspects of Real Estate

A motion was made by Ms. Henderson Hake, seconded by Ms. Klimowicz, to recommend to the Real Estate Commission tabling of the following item as noted below. Motion carried with Mr. Doyle opposed.

William Lublin **Tabled Due to Incomplete Application**

Continuing Education: Professional Enhancement: CBR Courses; Risk Management

A motion was made by Ms. Reagan, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Andrew Wetzer **Approved**

Continuing Education: Professional Enhancement: Realtors Property Resource; e-Pro

John Kerrigan **Approved**

Continuing Education: Professional Enhancement: Lead; Radon; Water; Construction; Pest Control; Mold, Personality Typing; NLP; Stucco

A motion was made by Ms. Benson, seconded by Mr. Riale, to recommend to the Real Estate Commission tabling and approval of the following items as noted below. Motion unanimously carried.

Jane Patchell

Continuing Education: Salesperson Core Course; Broker Core Course

Tabled for Module Identification – Courses no longer Exist

Pre-Licensing: Real Estate Law **Approved**

Broker's Course: Real Estate Documents; Legal & Governmental Aspects of Real Estate
Approved

A motion was made by Ms. Benson, seconded by Mr. Riale, to recommend to the Real Estate Commission denial of the following item as noted below. Motion unanimously carried.

Lewis Rodin **Denied – No Resume Submitted & Module Identification Needed**

Continuing Education: Professional Enhancement: All Appraisal Related Topics; RE Office Management; Residential RE Management; Consulting for Appraisers; Valuation of Residential Property; FHA/VA Topics

Review Student Requests for Approval of Educational Activity

A motion was made by Ms. Klimowicz, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission tabling of the following items as noted below. Motion unanimously carried.

Student Name: Christopher Payne **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Tanya Gibbs **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Lynn Morrow **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Terry Best **Tabled – Certificate of Attendance & Signed Application Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Adrienne Weber-Schwandtner **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Beverly Foote **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Teresa Graham **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Gertrude Hillman **Tabled – Certificate of Attendance & Signed Application Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Beth Bozman **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Marisa Chaves **Tabled – Certificate of Attendance Needed**
Course Title: Module 2: NAR Ethics
Course Provider: SCAOR
Credit Hours: 3.0

A motion was made by Ms. Reagan, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission approval of the following items as noted below. Motion unanimously carried.

Student Name: Brenda Archer-Nichols **Approved**
Course Title: Module 1: Agency & Fair Housing
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: JoAnn Campbell **Approved**
Course Title: Module 1: Agency & Fair Housing

Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Katherine Panco **Approved**
Course Title: Module 1: Agency & Fair Housing
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Katherine Panco **Approved**
Course Title: Module 5: Legislative Update
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: Brenda Archer-Nichols **Approved**
Course Title: Module 5: Legislative Update
Course Provider: SCAOR
Credit Hours: 3.0

Student Name: JoAnn Campbell **Approved**
Course Title: Module 5: Legislative Update
Course Provider: SCAOR
Credit Hours: 3.0

A motion was made by Mr. Riale, seconded by Ms. Reagan, to recommend to the Real Estate Commission approval of the following item as noted below. Motion unanimously carried.

Student Name: Alexander Gamble **Approved for 6 Hours**
Course Title: 14 Hour Mandatory First Renewal
Course Provider: Suburban West Realtors Association
Credit Hours: 14.0

A motion was made by Mr. Riale, seconded by Ms. Benson, to recommend to the Real Estate Commission approval of the following item as noted below. Motion unanimously carried

Student Name: James Gevurtz **Approved for Module 7 Only**
Course Title: UPCS Inspection Protocol
Course Provider: DE NAHRO
Credit Hours: 10.0

Student Name: Monica LeBlanc **Approved for Module 7 Only**
Course Title: Basic Appraisal Principles
Course Provider: Maritime Institute of Technology
Credit Hours: 28.0

Student Name: Monica LeBlanc **Approved for Module 7 Only**
Course Title: Principles of Land Acquisition
Course Provider: The International Right of Way Association
Credit Hours: 32.0

Student Name: Monica LeBlanc **Approved for Module 7 Only**
Course Title: Principles of Real Estate Law
Course Provider: The International Right of Way Association
Credit Hours: 16.0

A motion was made by Ms. Woerner, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission denial of the following item as noted below. Motion unanimously carried

Student Name: Monica LeBlanc **Denied – Certificate of Attendance Needed**
Course Title: Title VI Non-Discrimination In the Federal-Aid Highway Program
Course Provider: Federal Highway Association
Credit Hours: 6.0

Review Resume from Barbara Brodoway to Fill New Castle County Public Member Vacancy

The Committee reviewed Barbara Brodoway's resume to fill the New Castle County public member vacancy. Ms. Henderson Hake made a motion, seconded by Ms. Klimowicz, to recommend to the Commission, that Ms. Brodoway be appointed to the Committee. Motion carried with Mr. Riale opposed.

Review Letters of Intent and Course Evaluations

A motion was made by Ms. Henderson Hake, seconded by Ms. Klimowicz, to accept the letters of intent and course evaluations as submitted. Motion unanimously carried.

Discussion Regarding Annual Seminar

Mr. Doyle advised the Committee that the Commission has requested recommendations of topics and speakers for this year's annual seminar. The Committee discussed various topics and potential speakers. The final recommendation for this year's annual seminar includes: Andy Taylor, Esq. & Commissioners to discuss Title 24; Doug Doyle (on behalf of the Committee) & Commissioners to discuss Continuing Education Requirements; Scott Kidner to update attendees of the last General Session; and a Question and Answer Portion with the Commissioners. Mr. Doyle advised the Committee that he will suggest the preceding topics and speakers to the Commission during their next regularly scheduled meeting.

Ms. Woerner suggested that copies of the evaluation forms, applications, course requirements and a synopsis of the changes in the law and rules and regulations be provided to the attendees during the seminar. Mr. Riale suggested that the documents Ms. Woerner is requesting to be available, be e-mailed to the attendees prior to the seminar. Mr. Doyle suggested that a projector be available during the seminar, and he will show the attendees where to access information on the Commissions website.

Update from the Commission – Mr. Doyle

Mr. Doyle informed the Committee that the Commission has requested that they determine what modules would be required for a licensee to reinstate their license. Mr. Riale moved, seconded by Ms. Klimowicz, that anyone requesting reinstatement of licensure be required to complete the 21 hours of continuing education (modules 1-7) and complete the Newly Licensed Salesperson Modules 1-4. Motion unanimously carried.

Correspondence

Review Request from Ward & Taylor Requesting Amendments to Course & Instructor Approvals

The Committee reviewed the requests from Ward & Taylor requesting amendments to course and instructor approvals to include the new modules. Ms. Benson made a motion, seconded by Ms. Henderson Hake to amend the original approval for the following instructors to include Core Course Modules 1 -7:

William E. Ward (Instructor Approval # 0312412, Expiring 3/31/14)
Barbara Brodoway (Instructor Approval # 0312411, Expiring 3/31/14)
Nancy Law (Instructor Approval # 0312410, Expiring 3/31/14)
Gerald Proffitt (Instructor Approval # 021103, Expiring 2/28/13)
Jonathan Taylor (Instructor Approval # 021106, Expiring 2/28/13)
Rosalind Williams (Instructor Approval # 021104, Expiring 2/28/13)

Motion unanimously carried.

Mr. Riale made a motion, seconded by Ms. Henderson Hake, to amend the original approval of the following courses to include the approval of the module as noted below:

Salesperson Core Course (Course Approval # 03311172, Expiring 3/31/13): Module 1
Ethics (Course Approval # 05301151, Expiring 5/30/13): Module 2
Understanding the Agreement of Sale (Course Approval # 03311171, Expiring 3/31/13): Module 3
New Agency Law (Course Approval # 03311175, Expiring 3/31/13): Module 5
Disclosures (Course Approval # 09301014, Expiring 9/30/12): Module 5
DUCIOA (Course Approval # 03311177, Expiring 3/31/13): Module 5
Differences Between DE & PA R.E. Transactions (Course Approval # 03311176, Expiring 3/31/13): Module 7
Hot Topics in Real Estate (Course Approval # 03311174, Expiring 3/31/13): Module 7
Navigating 2012 (Course Approval # 02281251, Expiring 2/28/14)
Practical Tips for Listing Agents (Course Approval # 10311041, Expiring 10/31/12) Module 7
Quirks in Real Estate (Course Approval # 03311173, Expiring 9/30/12)
Risk Management (Course Approval # 09301012, Expiring 9/30/12) Module 7
Short Sales & Foreclosures (Course Approval # 09301013, Expiring 9/30/12) Module 7

Motion unanimously carried.

Other Business Before the Committee (for discussion only)

There was no other business before the Committee.

Public Comment

Ms. Hudson stated that she has received numerous calls from licensees who are looking to take the required courses for reinstatement purposes only who are having difficulty finding a course that is currently being offered. She asked the Committee if she should advise licensees who are calling in if she should tell them that they will need to take the Newly Licensed Salesperson Modules. Mr. Doyle advised Ms. Hudson, that there are course providers still offering the salesperson and broker core courses. At this time, the Education Committee is only *recommending* that an individual who wishes to reinstate their license be required to complete the Newly Licensed Salesperson Modules; ultimately the Commission will make the final decision.

Next Scheduled Meeting

The next meeting will be held on Thursday, August 2, 2012 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

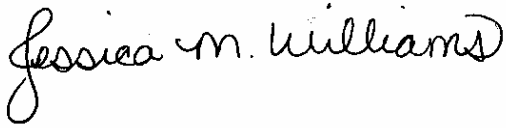
There being no further business, Ms. Henderson Hake made a motion, seconded by Ms. Klimowicz, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 12:24 p.m.

Delaware Real Estate Education Committee

July 5, 2012

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Respectfully submitted,

A handwritten signature in black ink that reads "Jessica M. Williams". The signature is written in a cursive, flowing style.

Jessica M. Williams
Administrative Specialist II